

# **MINUTES**

## **Reading Parking Authority**

**23 June 2009**

The Reading Parking Authority held their meeting on Wednesday, 23 June 2009 at 5:30 P.M. in their office at 613 Franklin Street, Reading, PA.

### **Board Members Present**

George Cook, Chairman

Jack Lantrip, Vice Chairman

John M. Darlington, Treasurer, Asst. Secretary

### **Absent**

Donna Reed, Board Member

### **Others Present**

Lawrence Lee, Executive Director, RPA

Christina Gilfert, Finance Manager, RPA

James Lillis, Solicitor

### **Guest(s)**

Adam Mukerji, Executive Director – Redevelopment Authority

Tracy Fletcher, Fulton Bank

Daryl Peck, Concord Financial

Allen Shuman, Shuman Development Group

Mark Miller, StreetSmart Technology

John Miskel, StreetSmart Technology

Vaughn Spencer, City Council President

The meeting was called to order by the Chairman of the Board at 5:30 PM.

### Public Comments

None.

### Guest

Adam Mukerji, Executive Director – Redevelopment Authority, addressed the board relative to Build America Bonds and the advantages to the Parking Authority to seek these bonds for funding for the convention center garage. Daryl Peck, Concord Financial, representing the Authority's financial interests presented his analysis of Mr. Mukerji's proposal resulting in the board's confusion over potential savings for the Parking Authority. The board requested that Mr. Mukerji and Mr. Peck prepare another analysis for the board to be presented at the board meeting on 22 July 2009. The board appreciated the hard work on the part of Mr. Mukerji and Mr. Peck.

Mr. Allen Shuman, Shuman Development Group, presented his plan to renovate 645 Penn (previously known as the Exide Bldg) and his specific requirements for parking. He requested that the Parking Authority sell the 7<sup>th</sup> and Washington open lot at market price (neighborhood of \$170,000) to him so he can tailor parking for his new customers. The Executive Director indicated that he needed to provide specific numbers relative to the apartment building users and other considerations to Mr. Shuman before a decision could be made by the board of directors. Mr. Mark Miller, StreetSmart Technologies, addressed the board about the ongoing test of new meters along Penn Street. The new meters provide benefits to users, StreetSmart and the Parking Authority. The board looks forward to the results of the test and appreciated Mr. Miller's presentation.

### Reading and Approval of the Minutes

Motion 2009-50 was made by Mr. Lantrip to accept the minutes from the May meeting. The motion was seconded by Mr. Darlington. The motion passed.

### Correspondence

None

### Executive Director's Report

#### Bridge Loan

The bridge loan was completed and funding is in place.

#### Convention Center Bids

The Parking Authority received bids from three prime contractors: general contractors, electricians and mechanical contractors on 12 May 09. The bids are as follows:

#### General Contractors

*QEI Construction Group	\$9,997,430	11,235,530
Perrotto Builders	\$9,785,000	10,985,000
Whiting-Turner Contracting	<b>\$9737,000</b>	<b>\$10,790,000</b>

#### Electrical Contractor

MBR Construction	<b>\$779,000</b>	<b>\$841,500</b>
HB Frazer Company	\$848,000	\$929,000
Hirneisen Electric	\$890,000	\$975,000

#### Mechanical Contractor

Dual Temp Company	<b>\$318,000</b>	<b>\$324,800</b>
**VISION Mechanical	\$328,000	\$337,000
WARKO	\$325,000	\$337,580

**Total Cost of All Low Contracts:      \$10,834,000      \$11,995,500**

Change of **\$439,243** from second bid and change of **\$500,000** from last bid. Total savings to the RPA is \$939,243 - \$621,500 (extra level) = \$317,743 savings from first bid with extra level. QEI bid should be rejected due to late submission. Vision Mechanical has requested that their bid be removed from consideration. I have also sent letters to MBR and Dual for bid documentation clarification (minor in nature). The work could begin as early as 1 Jul 09.

#### \$6MM State Grant for the Convention Center Garage

The Parking Authority has submitted the final items required for the Redevelopment Assistance Capitol Program (RACP) grant application to the Redevelopment Authority and the packet should be sent out the week of 22 June.

#### Convention Center Garage

The Executive Director met with High Concrete officials to begin planning for the garage. They are very anxious to get start due to a slow down at the plant.

The agreement of sale has been completed, but additional documents (six easements: emergency garage access, electrical utilities, Court Street pedestrian access from the hotel, North 7<sup>th</sup> Street access, gas line easement, and a foundation easement) must be completed before the land can be purchased. The Executive Director reported that five of the six items were completed and the sixth is close to resolution.

#### 4<sup>th</sup> and Cherry Garage

The renovation contractor started repairs at the 4<sup>th</sup> and Cherry garage. The work will take approximately 60 days. There is potential for additional repairs beyond the contract amount of \$149,000. Our engineering consultant is working the issue.

#### Water Authority

The Executive Director will attend the Water Authority board meeting on 25 June to request a waiver to the \$30,380 hook up fee for the convention center garage. The Parking Authority started receiving water bills and the executive director will also seek to continue free water service for our facilities.

#### Budget Review

The Finance Manager will address the status of Budget/Revenue for 2009.

-Operating Budget: The Authority's five month budget is at \$1,657,708 and we are currently \$8,732 under budget. It should be noted that some budget line items are paid once per year (pension) and some items paid periodically (insurance) that may skew the budge snap shot at any particular month in the year.

-Revenue Report: The Authority revenues are \$29,950 below last year's revenue at this point in time.

-Cash Flow: The cash flow as of 31 May 2009 is \$4,663,279 compared to \$7,444,860 in 2008. The \$4M to the city is reflected in the cash flow statement for May.

#### Motions for the Board

1. That the board passes a motion to accept the minutes from the May meeting.

Motion 2009-50.

2. That the board accepts the accounts payable from the previous meeting. Motion 2009-51.

3. That the board accepts the lowest bids for general contractor (Whiting Turner Contractor Company), electrical contractor (MBR Construction) and mechanical contractor (Dual Temp Company) in the collective amount of \$11,995,500 for the construction of the Double Tree Convention Center garage. Further, that the board rejects the bid from QEI due to a late submission as posted in the bid documents and that the board accepts the request by Vision mechanical to withdraw their bid due to a clerical error for the mechanical contract for the convention center garage. Motion 2009-52 was made by Mr. Lantrip and seconded by Mr. Darlington. The motion passed.

4. That the board adopts the resolution declaring intent to reimburse the Double Tree convention center garage project costs with proceeds of tax exempt bonds or notes. Motion 2009-53 was made by Mr. Darlington and seconded by Mr. Lantrip. The motion passed.

5. That the board approves the Municipal Improvements Agreement between City Planning and the Authority for the Double Tree Parking Garage project among the City of Reading, Redevelopment Authority and the Reading Parking Authority. Motion 2009-54 was made by Mr. Darlington and seconded by Mr. Lantrip. The motion passed.

6. That the board signs the Cooperative Economic Development Agreement between the Reading Redevelopment Authority, City of Reading, and the Reading Parking Authority for the Double Tree Convention Center garage project. Motion 2009-55 was made by Mr. Lantrip and seconded by Mr. Darlington. The motion passed.

**Solicitor's Report**

Mr. Lillis reported that he attended a meeting with city council and was successful in obtaining a waiver for the Parking Authority in posting monies for the municipal improvements associated with the Double Tree Convention Center garage project.

**Approval of Accounts Payable**

Motion 2009-51 was made by Mr. Darlington and seconded by Mr. Lantrip to accept the accounts payable. Motion 2009-51 passed.

**Old Business:**

The Chairman, Mr. Cook, signed the parking contract with St Joe's Hospital for a one year parking agreement that the board had approved at the board meeting in May 2009.

**New Business**

The Executive Director shared a proposal with the board relative to advertising in our parking garages with Lamar Advertising that had previously been under contract with Land Displays.

**Other Business**

The Chairman shared with other board members his discussions with the City Manager, Ryan Hottenstein, relative to the \$4MM contribution from the Parking Authority to the City of Reading.

**Executive Session**

Personnel matters and land acquisition were discussed.  
The meeting adjourned at 7:35 PM.

**RPA Next Regular Meeting**

The next board meeting is scheduled for 22 July 2009.